**Harborough Energy Meeting**

25 July 2017, Leefe House 18.00

Attendees: Denise Marsdon, David Robbins, Oliver Savage, Peter Jones, Amanda May, Telephone input Helen Chadwick

Apologies: Gavin Fletcher, Darren Woodiwiss

**Actions in bold and a list of actions is at the end of the notes.**

1. Harborough Solar One Resolution

Darren Woodiwiss appointed the Chairman, Peter Jones, as his proxy for voting purposes. The meeting was declared quorate. The Board unanimously approved the following resolution

“The Society resolve to pay interest on issued share capital at 5% for the year.

1. Harborough Warm Homes – MoU HDC – Helen Chadwick, Amanda May

DM advised the board that the rules of the Energy Company Obligation had been amended to allow local authorities to address vulnerable households that previously might not have qualified for funding to benefit from insulation measures. With this in mind DM asked the board to reconsider its former decision not to allow door-to-door canvassing. Amanda May of Street Home Solutions was introduced explained how the canvassing would be managed. Helen Chadwick telephoned into the meeting to confirm that the council was not only happy for canvassing to be undertaken but that she felt it was imperative to delivering reasonable referral numbers.

Amanda explained that letters would be left at properties that appeared to be suitable for measures. An advisor would then call back a few days later to survey the property if the resident agreed. The Board considered the proposed letter that would be left with residents. They agreed that it should be amended such that residents could easily contact Amanda’s team to cancel a proposed call-back or to report that the property was already insulated.

The Board were not happy that DMs mobile should be the point of contact. Amanda suggested that their number should be on the letter.

The Board requested that the details of the scheme be uploaded to the website and PJ requested editorial copy for his village newsletter.

The Board were satisfied that their concerns had been addressed and agreed that canvassing could be used alongside local events to generate referrals.

1. Minutes and Matters arising

The minutes were agreed with minor amendment of the date of the next meeting

Woodnewton has now confirmed that it is happy for the survey of the premises to take place. PJ noted that this opportunity offered the option to explore the potential for storage alongside renewables and had the potential for this to become a new community share opportunity. **DM to contact Mark Killganon to arrange date on his return from holiday**

DR requested a copy of the HS1 financials that he has been unable to locate

DM had confirmed that these had now been put into Dropbox but DR is still unable to locate them. **DM to revisit the original financial projection and update it with actual FiT and PPA income.**

1. Project Updates

DM circulated a Project Proposal for a 150kW solar array at NBJ. The proposal was agreed and **DM instructed to proceed after contacting NB to confirm any investment interest**. DM circulated the recommendation from Environmental Energies that a planning consultant should be appointed. The Board agreed this.

DM also asked the Board to note Kibworth Grammar School Hall, Kibworth Methodists Church and the Baptist Church also presented good though small system size prospects. These could be a standalone project or time permitting combined with NBJ. DM will continue to work to deliver these.

1. Lottery legacy

DM confirmed that SH will be able to fund HE to secure accountancy support to ensure compliance post Lottery funding. The accountant will host the registered offices of HE and HE1.

DM confirmed that DR’s amendments to the proposed contractor agreement. The Board agreed the proposed contractor agreement for administration and marketing support post Lottery funding. Time allocation would largely be a matter of trust but OS suggested that there should be a clause enabling review of this.

DM has approached Ian Wilson to provide director training covering governance etc. This would be opened up to other directors of Taste Harborough and Edible16 and would be funded by SH. The only suitable date was 10th August in the morning. **DM to confirm Ian’s availability and that of other potential course delegates and circulate details of likely course content.**

DM asked the Board to note that Gavin Fletcher is currently the main signatory on the 2 bank accounts. The Board agreed that DR was best placed to fulfil that function in the future**. GF to arrange for handover in due course**

DM asked the Board to note that the water brokerage has been slow taking off and is unlikely to provide referral fees in the foreseeable future**.** DR was a little concerned in any case that it would prove to be as problematic as some of the gas and electricity brokerage contracts have been with clients switched to less favourable contracts.

1. AOB

DM requested a final decision on Village Power. The Board concurred that there was no real reason to take over the CIC and that their decision to explore this had been largely based on the attraction of the company name. Rona had indicated that it was probably easier for her to wind it up. It was therefore agreed that Rona should be advised to do so. **DM to advise Rona**

1. Dates of next meetings

Board Meeting Tuesday 19th September, Leefe House, 18.00

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| **Action**  | **Who**  | **By when** |
| **Chase Woodnewton to arrange an energy survey** | **DM** | **After 03.08** |
| **Revisit the original financial projection and update it with actual FiT and PPA income.**  | **DM/GF** | **September** |
| **Director training - confirm Ian’s availability and that of other potential course delegates and circulate details of likely course content.** | **DM** | **a.s.a.p.** |
| **Contact NB to confirm any interest in investment** | **DM** | **a.s.a.p.** |
| **Hand over banking to DR** | **GF** | **Before end of Lottery funding** |
| **Advise Rona that the board will not be taking on Village Power** | **DM** | **a.s.a.p.** |